

FARNSWORTH TECHNOLOGY CENTER  
2072 CURRY ROAD  
SCHENECTADY, NY 12303

FEBRUARY 5, 2018  
EXECUTIVE SESSION 5:30 – 6:30 PM  
BOARD MEETING 6:30 PM

## AGENDA BOARD OF EDUCATION MEETING

\*Proposed Executive Session at 5:30 PM for the purpose of portfolio review

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Communications
  - 1. Superintendent
    - a. Budget Update - Chris Ruberti
  - 2. Student Representatives
  - 3. Board of Education
  - 4. Public (Privilege of the Floor)
- E. Old Business
- F. New Business
  - Instructional
    - 1. Request for Approval and Arrangement for the Committee on Special Education Recommendations and Student Placements and Committee on Pre-School Special Education
    - 2. Request Approval for Draper MS History Club Field Trip to Washington, D.C. on April 25-27, 2018
    - 3. Request Approval for Business Honor/Business Students to Participate in a Field Trip to Battery Park, Wall Street, The Financial District, and One World Observatory in Manhattan, New York City
  - Business/Personnel
    - 1. Request Approval to Enter into a Contract with Danielle Stabinski, Athletic Trainer, effective January 29, 2018 through June 30, 2018
    - 2. Request Approval of Health and Welfare Contract with North Colonie Central School District
    - 3. Request to Establish 2017-18 Non-Resident Tuition Rates
    - 4. Request Approval of Mohonasen Aquatics Staff Salary Schedule
    - 5. Request for Approval of Shared Services Agreement with Ravena Coeymans Selkirk Central School District
    - 6. Request Approval of Application for Corrected Tax Roll for the year 2017, Pursuant to Sect. 550, Real Property Tax Law
    - 7. Request Approval of District Level Lead Evaluators for APPR
- G. Other Items
  - 1. Approval of Minutes (January 22, 2018 and January 29, 2018)
  - 2. Personnel
- H. Proposed Executive Session

1) Discussion of Superintendent Contract

I. Adjournment

**ROTTERDAM MOHONASEN CENTRAL SCHOOL DISTRICT**

F. INSTRUCTION I

Date: 02/05/18

TO: Board of Education

FROM: Kathleen A Spring, Ph. D., Superintendent

SUBJECT: Request for Approval and Arrangement for the Committee on Special Education Recommendations and Student Placements and Committee on Pre-School Special Education

**BACKGROUND INFORMATION**

Procedures and definitions pertaining to Special Education are embodied under Part 200 of Commissioners' Regulations and Article 89 of New York Education Law. They mandate that Boards of Education provide appropriate education programs and services for pupils with handicapping conditions upon receipt of recommendations and student placements from the Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) on 01/12/18, 01/16/18, 01/18/18, 01/19/18, 01/22/18, 01/24/18, 01/25/18.

**EVALUATION/ANALYSIS**

5581581	005579931	50803	5580486	5584183	5584201
5583352	5582926	5580960	5581381	5583618	5580636
005580236	5580404	5582735	5583251	5581998	5581085
5581480	5580918	5581986	5578654	5578118	5581461
005578621	005579320	005578002	5580098	5581357	5581725
5581974	5580847	5583599	558560	5580486	5582319
5582406	5581802	5583044	5582316	5582593	5583714
5583535	5582126	5582926	5583175	5583092	5582818
5582188					

All students are residents of Mohonasen Central School district; all parents are in agreement with the recommendations, and all recommendations are for the least restrictive environment based on students' educational needs. All mandated members were present at the CSE and CPSE meetings.

**RECOMMENDATION**

That the Board of Education approve and arrange for the recommendations of the Committee on Special Education and Committee on Pre-School Special Education on 01/12/18, 01/16/18, 01/18/18, 01/19/18, 01/22/18, 01/24/18, 01/25/18.

KAS:CH

Attachment

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. INSTRUCTION #2**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request Approval for Draper MS History Club Field Trip to Washington, D.C. on April 25-27, 2018

**BACKGROUND INFORMATION**

The adopted district goals speak to the need to provide students with innovative and effective instructional opportunities, as well as a wide array of quality extra-curricular activities and programs. To that end, there has been a concerted effort by clubs and advisors to plan and organize trips that will provide students true immersion opportunities that correlate and are consistent with learning standards and curriculum content.

**EVALUATION/ANALYSIS**

The Middle School Principal is requesting Board approval for the Draper Middle School History Club to participate in a field trip to Washington, D.C. The trip is proposed for Wednesday, April 25 through Friday, April 27, 2018. The anticipated chaperone ratio will be 10 students to 1 adult and the estimated cost of the trip will be \$340-\$375 per student. The price includes transportation by Brown Bus Company, Hotel accommodations, meals, and admissions to sites. The trip includes visits to Gettysburg Battlefield in Pennsylvania, Smithsonian Museums, Monuments & Memorials Tour, Arlington National Cemetery, and several more visits depending on availability including the White House outside viewing.

**RECOMMENDATION**

That the Board of Education approve the Draper Middle School History Club field trip to Washington, D.C. on April 25-27, 2018.

KAS/ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. INSTRUCTION #3**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request Approval for Business Honor/Business Students to Participate in a Field Trip to Battery Park, Wall Street, The Financial District, and One World Observatory in Manhattan, New York City.

**BACKGROUND INFORMATION**

The adopted district goals speak to the need to provide students with innovative and effective instructional opportunities, as well as a wide array of quality extra-curricular activities and programs. To that end, there has been a concerted effort by clubs and advisors to plan and organize trips that will provide students true immersion opportunities that correlate and are consistent with learning standards and curriculum content.

**ANALYSIS/EVALUATION**

The high school principal is requesting approval for business/honor students to participate in a field trip on Friday, April 27, 2018 to visit Battery Park, Wall Street, The Financial District and One World Observatory in Manhattan, New York City. A total number of students will be approximately 15 and 2-4 chaperones will be attending as well. Departure will be at 6:00 AM on Friday, April 27th and they will arrive back at approximately 11:00 PM the same day. Total cost per student will be approximately \$80.00 and includes admission into all activities, as well as transportation. Transportation for this event will be shared with the History Club Group through a charter bus. They will be attending a different field trip on the same date.

**RECOMMENDATION**

That the Board of Education approves the request for business and honor students to participate in a field trip on Friday, April 27, 2018 to visit Battery Park, Wall Street, The Financial District, and One World Observatory in Manhattan, New York City.

KAS/ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #1**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request Approval to Enter into a Contract with Danielle Stabinski, Athletic Trainer, effective January, 29, 2018 through June 30, 2018

**BACKGROUND INFORMATION**

During the 2017-2018 school year, the District will be required to provide Athletic Training services to District athletes in preparation for games, at games and at practices. In addition, the athletic trainer provides rehabilitation services for athletes who are injured or recovering from injuries. While Mohonasen has provided athletic training services for nearly two decades pro-actively, there are now regulations and requirements that this service be provided.

**EVALUATION/ANALYSIS**

During the 2017-2018 school year, in order for the District to provide the required services delineated above, the District will need to hire a certified Athletic Trainer. Danielle Stabinski, Certified Athletic Trainer, is agreeable to enter into a contract with the district to provide Athletic Training services to district resident student athletes. In return for her providing these services, the Rotterdam-Mohonasen Central School District will compensate Danielle Stabinski at a contracted salary of up to \$4,480 depending on actual games, etc. from January 29, 2018 thru June 30, 2018, to cover direct services, travel to games, evaluation, paperwork, coverage at games and practices, rehabilitation service and consultation and coordination with the Athletic Director.

**RECOMMENDATION**

That the Board of Education enter into a contract with Danielle Stabinski to provide the full range of Athletic Training services for the district, for a contracted salary of up to \$4,480 depending on actual tasks for the period of January 29, 2018 through June 30, 2018.

KAS/ ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #2**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Dr. Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request for Approval of Health and Welfare Contract with North Colonie Central School District

**BACKGROUND INFORMATION**

Section 912 of the Education Law permits a school district to enter into a contract for the purpose of providing health and welfare services for children residing in a school district and attending non-public schools located in a different school district.

**EVALUATION/ANALYSIS**

A review of district records indicates 8 students residing in the Mohonasen Central School District are receiving health and welfare services from the North Colonie Central School District. The cost of these services is \$648.00 per student for the 2017-18 school year, at a total of \$5,184.00. The district should now enter into a contract with the North Colonie Central School District, in the total amount of \$5,184.00.

**RECOMMENDATION**

That the Board of Education approve a health and welfare contract with the North Colonie Central School District, in the total amount of \$5,184.00 for the 2017-18 school year.

KAS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #3**

**FEBRUARY 5, 2018**

**TO:** Board of Education  
**FROM:** Kathleen A. Spring, Ph.D., Superintendent  
**SUBJECT:** Request to Establish 2017-18 Non-Resident Tuition Rates

**BACKGROUND INFORMATION**

Other than court-ordered and foster care placed students, the Board of Education is the sole determiner as to whether or not non-residents shall be allowed to attend schools of the Mohonasen Central School District. At the current time the Board of Education is not accepting tuition paying students. Should the Board determine that non-resident students will be permitted to attend our schools, parents or guardians of these children shall pay tuition charges, as indicated in Board policy. Tuition rates are also utilized in determining charge-backs to school districts of origin for court-ordered and foster care students placed in the district.

**EVALUATION/ANALYSIS**

Part 174 of the Regulations of the Commissioner of Education establishes the basis of computing non-resident tuition charges. Such charges cannot exceed the cost of educating pupils who are district residents. The district has followed the formula included in Part 174 of the Commissioner’s Regulations, which resulted in the following non-resident tuition rates for the 2017-18 school year.

	Tuition for Regular Ed. <u>Pupil</u>	Tuition for Special Ed <u>Pupil</u>
Grades K-6	\$6,768	\$18,532
Grades 7-12	\$9,930	\$21,694

**RECOMMENDATION**

That the Board of Education approve the following tuition rates for use during the 2017-18 school year:

	Tuition for Regular Ed. <u>Pupil</u>	Tuition for Special Ed <u>Pupil</u>
Grades K-6	\$6,768	\$18,532
Grades 7-12	\$9,930	\$21,694

KAS/CJR:ja



**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #4**

**JANUARY 5, 2018**

**TO:** Board of Education  
**FROM:** Kathleen A. Spring, Ph.D., Superintendent  
**SUBJECT:** Request Approval of Mohonasen Aquatics Staff Salary Schedule

**BACKGROUND INFORMATION**

Lifeguards and Water Safety Instructors (level 1 and 2) are integral to the functioning of the Mohonasen Aquatics Program. The rates for these positions are not part of a bargaining unit contract and thus must be periodically approved by the Board.

**EVALUTION/ANALYSIS**

Due to the increase in minimum wage that became effective December 31, 2017, it is necessary to increase the Lifeguard (Level1) rate for this position.

**RECOMMENDATION**

That the Board of Education approve the Aquatics Salary for Lifeguard (Level 1) effective December 31, 2017

<b>Position</b>	<b>Current Hourly Rates</b>	<b>Hourly Rate Effective December 31, 2017</b>
<b>Lifeguard (Level 1)</b>	<b>\$10.00</b>	<b>\$10.40</b>

KAS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #5**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Dr. Kathleen A. Spring, Superintendent

**SUBJECT:** Request for Approval of Shared Services Agreement with Ravena  
Coeymans Selkirk Central School District

**BACKGROUND INFORMATION**

The district has always explored opportunities to operate efficiently and share services with other school districts. This includes academic services for students who, based on their disability and specific needs, require a program not available in their home district. In this particular case our district has a program that would be better suited for student needs than the program in their home district.

**EVALUATION/ANALYSIS**

Currently Ravena Coeymans Selkirk has two students who started the 2017-18 living in the Mohonasen district and attending school here. Ravena Coeymans Selkirk does not currently have a program that meets their needs. Due to this fact the students' needs would be best met by the programs at Mohonasen. The cost of the program has been determined using accepted per student cost methodology based on the overall cost of the program and the services being received.

**RECOMMENDATION**

That the Board of Education authorize the Rotterdam-Mohonasen Central School District to enter into a shared services agreement for special education services for two (2) students for the 2017-18 school year as per the attached agreement.

KAS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #6**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request Approval of Application for Corrected Tax Roll for the Year 2017,  
Pursuant to Sect. 550, Real Property Tax Law

**B BACKGROUND INFORMATION**

The District has received official notification that assessment roll corrections need to be made due to clerical errors by the assessor, pursuant to Sect. 550 of the NYS Real Property Tax Law.

**EVALUATION/ANALYSIS**

With the mailing of school tax bills in many jurisdictions, errors are often discovered. Upon the discovery of errors and given that the property in question is entitled to receive the exemption, an Application for Corrected Tax Roll RP-554 must be completed and duly approved by the respective taxing jurisdictions – in these instances Schenectady County and the Rotterdam-Mohonasen Central School District.

**RECOMMENDATION**

That the Board of Education approve the Application for Corrected Tax Roll Pursuant to below mentioned error Sec. 550(2)(C), RPTL from the following property tax owners in the stated amounts.

<b>Owner/S/B/L</b>	<b>Amt. of Taxes Billed</b>	<b>Corrected Tax/Reason</b>	<b>Amount of Refund</b>
Michelle Smith Applicant 59.11-15-1	\$1,718.25	\$777.08 Correct Amount (Clerical error)	\$0

KAS/CJR:ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**F. BUSINESS/PERSONNEL #7**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Request Approval of District Level Lead Evaluators for APPR

**BACKGROUND INFORMATION**

On May 28, 2010, New York State enacted historic legislation that sets a new course for teacher and school leader effectiveness by requiring annual evaluations and a plan that is negotiated, vetted, and approved by the State Education Department. This new law 3012-d, entitled Annual Professional Performance Review, continues in effect currently.

**ANALYSIS/EVALUATION**

One of the requirements of this historic legislation is that those tasked with the evaluation of teachers and/or school leaders must be properly trained as lead evaluators and certified to conduct evaluations consistent with regulations for either teachers, school leaders or both.

**RECOMMENDATION**

That the Board of Education approve the following as they have been properly trained:

**Lead Evaluators of Teachers**

Kathleen Spring	Leslie Smith	William Vacca
Lisa Cutting	Jason Thompson	Makensie Bullinger
Jason Friesen	Thomas O'Connor	Kevin Warren
Michele Whitley	Karla Empie	Deborah Kavanaugh
Richard Arket	Kristy Goergen	Daniella De Luca
Kathryn McTiernan	William Whitty	Lisa Carnibucci

**Lead Evaluators of School Leaders**

Kathleen Spring  
Lisa Cutting

KAS/ja

**ROTTERDAM-MOHONASEN CENTRAL SCHOOL DISTRICT**

**G2. PERSONNEL RECOMMENDATIONS**

**FEBRUARY 5, 2018**

**TO:** Board of Education

**FROM:** Kathleen A. Spring, Ph.D., Superintendent

**SUBJECT:** Personnel Recommendations

**BACKGROUND INFORMATION**

The attached document represents personnel recommendations for the District, which have been processed through appropriate departments and brought forward by the Superintendent.

**RECOMMENDATION**

That the Board of Education approves the attached personnel recommendations:

- A. Retirements**
- B. Appointments**
- C. Resignations**
- D. Terminations**

**A. Retirements**

Jo-Ann Ronca  
Assignment: Monitor  
Effective Date: March 31, 2018

**B. Appointment**

Loretta Cozza  
Appointment: Long-Term Substitute  
Assignment: K-12 Assistant Principal  
Date of Commencement: July 1, 2017  
Expiration Date: **January 18, 2018** (amended from the September 25, 2017 agenda)  
Certification Status: School District Administrator, Permanent  
Salary: \$350/day (per diem)

Bernadette Callender  
Assignment: 2 Extra Elementary Sections per Week (Library)  
Effective Dates: February 1, 2018 – June 22, 2018  
Salary: 4% of contract salary, pro-rated

Katherine Burbridge  
Assignment: 1 Extra Elementary Section per Week (Library)  
Effective Dates: February 1, 2018 – June 22, 2018  
Salary: 2% of contract salary, pro-rated

Jessica Rau  
Assignment: 1 Extra Elementary Section per Week (Library)  
Effective Dates: February 1, 2018 – June 22, 2018  
Salary: 2% of contract salary, pro-rated

Kathryn Maggiacomo  
Assignment: 4 Extra Elementary Sections per Week (Library Media Specialist)  
Effective Dates: September 1, 2017 – **January 31, 2018** (reduced back to 1.0 FTE, amended from the August 21, 2017 agenda)  
Salary: 8% of contract salary, pro-rated

Katherine Streeter  
Assignment: Information Processing Specialist 1 (12 Month), (Provisional)  
Effective Date: February 5, 2018  
Salary: \$29,596

Maria Gage  
Assignment: Substitute Teaching Assistant  
Effective Date: February 6, 2018  
Salary: \$11.90/Hour

Karen Nass

Assignment: Substitute Food Service Helper  
Effective Date: January 23, 2018  
Salary: \$10.40/Hour

**Lead Advisor**

Position	Name	Stipend
Skills USA Program (BOCES)	Kelly Fahrenkopf	\$1,466.55

**2017-2018 PM School Tutoring (\$34.27/Hour)**

Name	
Danielle Hunt	Tutor
Jennifer Nicholson	Tutor
Joshua Sawicki	Tutor

**C. Resignations**

Melissa Egnor

Assignment: P/T Teaching Assistant (6 Hours)  
Effective Date: Close of business January 24, 2018

Donna Beebe

Assignment: P/T Bus Aide  
Effective Date: Close of business February 9, 2018

Lori Condon

Assignment: Substitute Food Service Helper  
Effective Date: January 22, 2018

Katherine Streeter

Assignment: Substitute Typist  
Effective Date: Close of business February 2, 2018

**D. Terminations**

Barbara Kerr

Assignment: Information Processing Specialist 1 (10-Month), Provisional  
Effective Date: Close of business February 9, 2018